

**PROJECT DESCRIPTION****Dassalamu Cassava Processing and Capacity Building Project****Liberia****I. Introduction**

This appendix describes the activities to be undertaken and the results to be achieved with the funds obligated under this agreement. Nothing in this Appendix A shall be construed as amending any of the definitions, conditions, or terms of the Agreement.

**II. Background**

Monrovia Emergency Relief Program, Inc. (MERP) provides technical and financial support to farmers to increase their productivity and promote sustainable land use practices through agricultural skills training to ex-combatants, war-affected youth, and women's associations in Cape Mount County of Liberia. MERP is currently working with forty-five farmers in two communities who produce cassava as their main surplus food crop, but are unable to access profitable markets due to high transport costs for fresh cassava and limited production capacity for processed cassava products such as farina and gari. As a result, the farmers are often obliged to accept extremely low prices for their goods or leave their crops to spoil when they are unable to find buyers. In addition, the work contributes to girls dropping out of school due to the time required for processing and to destruction of the local mangroves for firewood used to process the cassava.

**III. Funding****A. ADF Contribution**

The financial plan for ADF's contribution is set forth in Appendix A-1 to this Agreement. The Parties may make changes to the financial plan without formal amendment, if such changes are made in accordance with Article 8 of the Agreement and do not cause ADF's contribution to exceed the obligated amount specified in Article 4, Section 4.1 of the Agreement.

**B. Grantee Contribution**

MERP will contribute office space in Monrovia for use during the Project, and the communities will contribute land for the construction of the mill houses.

**IV. Project Goal**

The goal of the Project is to improve the standard of living of farmers in Cape Mount County, Liberia.

**V. Project Purpose**

The purpose of the Project is to increase the incomes of members of the two farmers associations through sales of cassava and cassava products from 0 to:

- A. US\$ 3,000 in Project Year 1; and
- B. US\$ 6,300 in Project Year 2.

**VI. Outputs**

The Project will result in the creation of two women's associations to facilitate members' ability to produce and market cassava and cassava products as indicated by the following.

- A. The value of cassava and cassava product sales through farmers' associations will increase from 0 to:
  - 1. US\$ 6,000 in Project Year 1; and
  - 2. US\$ 12,600 in Project Year 2.
- B. Two farmers marketing associations will be functional by Year 2 of the Project.
- C. Approximately 30 acres of cropland will be reforested with acacia and moringa trees.

**VII. Activities**

- A. Training and Technical Assistance
  - 1. MERP will organize individual farmers into two functional, registered associations that promote and facilitate food crop production and marketing. MERP will recruit qualified staff to implement the Project with assistance from the ADF Partner to ensure the hiring processes meet ADF's requirements. These will include one field extension officer to promote increased agricultural production and a nursery technician who will complement MERP's core staff for six months of the Project.
  - 2. MERP will conduct a baseline survey and mobilization visits for awareness/sensitization of farmers during the first month of the Project. MERP will work with at least 45 cassava farmers in two communities from Dassalamu and William Farm. Each association currently produces cassava for marketing. MERP will empower individual farmers to enlarge their farm sizes through training, access to markets, and provision of basic hand tools and planting materials.
  - 3. MERP will conduct farm field schools where association members will be trained in improved cultivation and storage methods for cassava, eddoes, yam, and sweet potatoes.
  - 4. MERP staff or consultants will provide business development training to the farmers, cooperative management training to members of the associations, and safety and environmental training to select cooperative members responsible for the milling center. MERP will work with the associations to take any necessary actions to prevent or swiftly address any environmental problem such as erosion or soil degradation that may result from the Project.

In addition to basic awareness of environmental issues to be included in the farmers' training package, MERP will establish disposal centers on farm demonstration sites and cooperative centers for waste and unused ADF-approved chemicals, if any, provide an introduction to organic farming principles and methods, and promote erosion control. MERP will promote practices that include green manuring, use of cover crops, and crop rotation or association using leguminous plants.

5. MERP will work with farmers and facilitate processes to organize farmers into farmers associations for better business results; facilitate meetings among buyers, farmers, and other stakeholders to address fair pricing of the farmers' products; provide information on prevailing prices on the market; encourage joint marketing or pooling by farmers; establish business links with buyers; and encourage farmers to produce high quality products for better prices. MERP will document the processes and results and submit them to ADF.
6. MERP will work with the associations to organize general sessions during the Project to create awareness among members, elect leaders, set rules and regulations to govern the associations, and plan and review activities and reports. MERP will facilitate preparation and conduct of the activities of the associations with the assistance of the ADF Partner organization. MERP will ensure:
  - a. governance training for management committee members and members of newly established internal management committees to reinforce the separation of functions and provide clarity about their respective roles;
  - b. financial and accounting training for the management team to strengthen their capacity to manage the assets and general business transactions of the associations;
  - c. development and testing of financial policies and operational procedures manuals to guide day-to-day operations that will be reviewed and adopted by the associations' members; and
  - d. development of three-year business plans to guide the further development of the associations.
7. MERP will carry out a participatory assessment with stakeholders at the end of the Project to assess its impact on individual farmers and their communities.

B. Produce Buying and Marketing

1. MERP will work with the associations to obtain land from the local communities in Dassalamu and William Farm, where they will construct a milling shed with a latrine and a large diameter well with a handpump in each location for use by the association members. Ownership of the facilities constructed under the Project will vest in the respective associations at the end of the Project. MERP will equip the milling sites with engine-driven cassava mills and wheelbarrows. MERP will cede ownership of the mills and millhouses to the associations before the end of the Project.

2. MERP will ensure that two ADF-approved signboards are procured and installed at the community milling sites. These signboards will be made of metal sheets, printed on both sides, with dimensions of two feet by four feet.

C. Reforestation

MERP will establish a nursery with assistance from a local organization to produce at least 3,600 acacia and moringa tree seedlings for distribution and planting by farmers to reclaim savanna land that has been used for cassava production.

### **VIII. Roles and Responsibilities of the Parties**

MERP has primary responsibility for ensuring that the Project's activities are properly implemented. Within the organization, the board of directors will be the highest decision making body, subject to review by the general assembly. Day-to-day management of Project activities will be carried out by the management committee. ADF's Partner in Liberia will provide technical support and guidance.

### **IX. Monitoring and Evaluation**

Within sixty days of the effective date of this Agreement, the Grantee, working with the ADF Liberia Partner, will form a monitoring and assessment committee composed of a representative cross-section of the Grantee organization. The committee will provide the Partner with input for the Project monitoring plan. In addition, during implementation the committee will be responsible for ensuring that the Project follows the implementation plan and that problems identified through monitoring and evaluation are adequately addressed in a timely manner.